



**October 3, 2016**

**To: HECSE Members**

**From: HECSE Board**

**Cynthia Wilson, President**

**RE: 2017 Pre-Summit Short Course on Education Policy and Politics for HECSE doctoral students**

Building on the success of previous years Pre-Summit Short Courses, the Board announces the 2017 Pre-Summit Short Course on Education Policy and Politics for HECSE doctoral students in Washington, DC. The course will consist of a 1 ½ day short course prior to the 2017 summit, beginning Tuesday, January 24, 2017, and concluding at 3:30 on Wednesday, January 25, 2017. The course is intended to provide a foundation for ten doctoral students who will go on to participate in the full HECSE summit at the conclusion of the short course. The course will also expose participants to the HECSE mission and activities so that they develop an affiliation as they move forward in their careers. HECSE consultant, Jane West, will be the instructor for this short course. Although no credit will be offered, Faculty Sponsors may wish to extend the experience and offer institutional credit as part of an independent study.

**The objectives of the course are:**

- To expose students to the organizational structure and key players in special education-related policy making in the nation's capital, including governmental agencies, non-profit organizations and coalitions
- To provide a working knowledge of the legislative process
- To empower students with the skills and knowledge to be effective advocates for policies and practices that promote effective preparation of special education teachers and leaders and positive outcomes for students with disabilities
- To provide students with an understanding of the history, purpose and impact of HECSE

**Key features of the course: As a result of participation in the course, students will:**

- Receive copies of the most current Congressional Directory as a "textbook"

- Complete required readings in advance from Ed Week, Politico, coalitions and national organization publications
- Hear speakers representing congressional staff, national education associations, national coalitions, and the US Department of Education
- Participate in visits to congressional offices and the Department of Education

### **Eligibility and Selection**

- Doctoral students who are coming to HECSE Summit are eligible to participate in the Short Course and Summit. Per our past HECSE practice, we will accept up to 10 students, but only one per institution. Additionally, we will give priority to institutions that did not send a student to the 2015 or 2016 Pre-Summit Short Course.
- Students must be sponsored by a HECSE member who is in attendance at the Summit.
- Selection will be made on a “first come, first serve” basis, based on the postmark date and time of receipt of the mailed application.
- **Applications are due on Friday, October 28, 2016. Notification of acceptance will be made by Monday, November 7. Please see the application form below.**

### **Budget and Student Costs**

Tuition from doctoral students of \$200 per student will be applied to the total Short Course budget of approximately \$7,000.

- Additional costs that will need to be covered by sponsoring HECSE institution or student include:
  - Travel to and from Washington (plane fare and ground transportation to and from hotel)
  - Hotel room in Washington
  - Some meals (i.e., dinner Tuesday; dinner Wednesday)
  - Some ground transportation (\$25 for subways and taxis)
  - Fee for doctoral student participation in the HECSE Winter Summit (\$165)

### **Logistics**

- Registration: See attached application and instructions

### **Agenda**

- A detailed agenda will be sent with the notification letter.

## **Instructor's biography**

Jane West provides education policy consulting services to a range of national organizations, including the American Association of Colleges for Teacher Education (AACTE) and the Higher Education Consortium for Special Education. For 8 years she led AACTE's advocacy and policy work as Senior Vice President and worked as senior education advisor on the US Senate Committee on Health, Education, Labor and Pensions in the 1980s. She also served as senior policy analyst for the first Presidential Commission on the HIV Epidemic.

West is also Visiting Professor at the University of Maryland, where she is teaching a course on education policy and politics. She has served on the faculties of the University of San Francisco and Johns Hopkins University and supervised student teachers. She has been a special education teacher and administrator and written numerous articles about education policy. She edited two books about the early implementation of the Americans with Disabilities Act, a law she participated in crafting.

West specializes in assisting professionals in informing and participating in the policy making process in Washington DC. Over her three decades of experience in Washington, she has worked with education professionals to improve multiple federal education laws and policies including the Higher Education Act, the Elementary and Secondary Education Act and the Individuals with Disabilities Education Act. West holds a BA from the University of California at Santa Barbara, an MA from Teachers College, Columbia University and a Ph.D. in special education from the University of Maryland.

## Application for Enrollment in the 2017 Pre-Summit Short Course

Student Name: \_\_\_\_\_

Name of Faculty Sponsor: \_\_\_\_\_

Institution: \_\_\_\_\_

Email: \_\_\_\_\_

**Student's Statement of Intent:** Please attach a brief statement indicating your reasons for wishing to participate in the 2017 Pre-Summit Short Course. You may wish to address the ways in which participation will enhance your doctoral student experience, your interest in policy, and/or your interest in HECSE as an organization.

**Signature of Faculty Sponsor:** By signing below, I certify that I support this application and will attend the 2017 Summit with my student. Upon acceptance, I will ensure that payment of \$200 for the Short Course is made in accordance with the instructions provided in the notification letter. I also understand that my institution or my student will be responsible for additional costs associated with participation during the 1/24-1/25 course and the HECSE Summit, including:

- \$165 registration fee for doctoral student Winter Summit registration fee
- Travel to and from Washington (plane fare and ground transportation to and from hotel)
- Hotel room in Washington
- Some meals (dinner Monday; dinner Tuesday)
- Some ground transportation (\$25 for subways and taxis)

Signature of Faculty Sponsor:

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**Instructions for submitting the application:** Please mail the completed application form to Cynthia L. Wilson, HECSE President, Florida Atlantic University, 3200 College Avenue, Education & Science Bldg, Room 228, Davie, FL 33314. Applications will be reviewed on a "first, come first served" basis, based on the postmark date of the mailed application. Please do not email your application. Priority will be given to member institutions who did not have doctoral students as participants in last year's short course. However, interested students who participated last year are encouraged to apply in case there are available slots.

**Applications are due on October 28, 2016, with notification of acceptance by November 7, 2016.** Students who are selected for participation in the short course will be provided with instruction for payment upon acceptance. Please contact Cynthia Wilson with any questions regarding this opportunity: [clwilson@fau.edu](mailto:clwilson@fau.edu). Thank you!